

Governor's Fellows Program

Application for Summer 2006

Background Information

Date of Birth:

First/MI/Last Name:

Name of College or University:

Major Field of Study:

Minor or Related Field of Study:

Expected Graduation Date: ☐ Undergraduate ☐ Graduate DATE:

Permanent Home Address/Phone:

Address:

City: State: Zip:

Phone: () e-mail

Current or School Address/Phone: (Valid from: to)

Address:

City: State: Zip:

Phone: () e-mail

Skills

Please indicate below the skills you have: *

Foreign Language(s): Fluent? ☐ Yes ☐ No

Word-processing software:

Spreadsheet software:

Graphics/DTP software:

Web programming:

**The Fellows Program will entail some clerical/support staff work.*

Please indicate below which areas interest you or in which you have previous experience.

- ☐ Agriculture and Forestry
- ☐ Constituent Services
- ☐ Economic Development
- ☐ Finance
- ☐ Health and Human Resources
- ☐ Homeland Security
- ☐ K-12 and Higher Education

- ☐ Media Relations/Press
- ☐ Natural Resources
- ☐ Public Administration
- ☐ Public Policy Development
- ☐ Public Safety
- ☐ Technology
- ☐ Transportation

Open (Short-Answer) Questions

- 1) Why are you interested in the government/public policy process? How does this interest apply to your career goals?

- 2) Have you worked in a paid or volunteer capacity for a public policy organization, political candidate or elected official? If so, describe your job duties.

- 3) Describe any community service activities in which you have participated.

Essay Question

Write a brief essay of not more than 500 words. Choose a House or Senate bill before the 2006 Virginia General Assembly within your field of interest, and write the Governor as to why he should support or oppose the bill. Please include the bill number in your essay.

Other Application Information

Selection Process

A panel composed of individuals who currently hold positions within Governor Kaine's Administration will review applications. Qualified candidates will be asked for personal interviews.

Application Procedure and Program Deadline

Applications should be sent to the Governor's Office (address below) and must be postmarked no later than March 8, 2006.

**Governor Timothy M. Kaine
Patrick Henry Building, 3rd Floor
1111 East Broad Street
Richmond, VA 23219
Attention: Steven Gould,
Senior Special Assistant to the Governor for Policy
E-mail: <mailto:GovFellows@governor.virginia.gov>**

Along with their application, applicants must include the following:

- 1) A cover letter stating intent; a résumé; and an official transcript of undergraduate work, including your grade point average. Please also include a transcript of graduate work, if any.
- 2) Two letters of reference from people who are not related to you, but who have personal knowledge of your qualifications and character. If possible, please include one reference that relates to professional competence in your area of study, and one stating knowledge of your community, civic, or political activities.